

STAFF CONDUCT

The Rice Lake Area School District is concerned with the ethical and moral dimension of a young person's life. A goal is to assure that all students, on leaving school, will have developed a keen sense of personal and civic responsibility. To that end, the District believes that all staff/employees should affirm for themselves, for our students, and for other staff/employees the following expectations:

1. Honesty. Each person carries out their responsibilities carefully and with integrity, never claiming credit for someone else's work and being willing to acknowledge wrongdoing. Students and staff/employees share their ideas openly, in a climate of trust, with confidence that what is written and spoken is honestly expressed and that all people are trustworthy.
2. Respect. Each person responds sensitively to the ideas and needs of others without dismissing or degrading them. Differences among people are respected, and all members are able to accept both praise and constructive suggestions from others. While recognizing individual freedom, especially when in a position of authority, the rights of the group are respected.
3. Responsibility. Each person has a sense of duty to fulfill willingly the tasks they have accepted or have been assigned. All work is conscientiously performed. Members feel comfortable asking for help and agree that they must be held accountable for their behavior. The primary responsibility of staff is to teach the subject matter.
4. Compassion. Each person is considerate and caring. There is recognition that everyone, from time to time, feels hurt, confused, angry, or sad. Instead of ignoring such conditions, people reach out to one another. In the case of conflict, members seek reconciliation and try to understand each other, even forgive.
5. Self-discipline. Each person agrees to live within limits, not only the ones mutually agreed upon, but, above all, those established personally. Self-discipline is exercised in relationships with others, especially in the way people speak to and about one another. Rumors and gossip have no place in the classroom, school, or district. Self-discipline also applies to the use of time. At the simplest level, self-control reflects habits of good living.
6. Perseverance. Each person is diligent, with the inner strength and determination to pursue well defined goals. It does matter that a task be completed once begun, and to persevere not only teaches discipline, but brings rewards as well. Each person pushes hard to complete assignments, and all members willingly support others in their work.
7. Giving. Each person discovers that one of life's greatest satisfactions comes from giving to others, and recognizes that talents should be shared, through service. Rather than waiting to be asked, members look for opportunities to respond positively to the needs of others, without expectation of reward.

8. Communication. Discussions with colleagues in an atmosphere of confidence and respect, is important for building relationships, honoring points of view, and district function and morale.

All Rice Lake Area School District staff/employees shall exhibit conduct that is in keeping with their job classification and is a credit to the school system. All District staff/employees have a responsibility to make themselves familiar with, and abide by, the laws of the State as these affect their work, the policies of the Board of Education and procedures designed to implement them. Staff/employees are to exercise good judgment in their dealings with students, parents, other personnel, and the public.

Legal Ref: 19.59, 118.12, 946.12, 946.13, Subchapter III, Chapter 19, WSS
Cross Ref: Employee Handbook; 165.1 Conflicts of Interest; 363Rule Telecommunications
Acceptable Use Guidelines And Agreement

Adopted: 12/18/78
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